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Book	Policy Manual
Section	9000 - ByLaws
Title	Standing Committees
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STANDING COMMITTEES

The Chair of the Board of Education may, with the approval of the majority vote of the Board, create standing committees as deemed necessary. Committee members shall select their own chair and secretary.

As deemed necessary, the Board of Education may establish standing committees from among its membership to make recommendations for Board action. The following rules will govern the appointment and function of such committees which shall:

1. Be established through action of the Board of Education;
2. Have their members appointed by the Board Chair;
3. Be informed in writing at the time of committee formation of committee purpose, functions, and duties;
4. Make recommendations for Board action, but it may not act for the Board except in those instances where authority to act has been specifically delegated to the committee by the Board;
5. Can be dissolved at any time by a vote of the Board.

The Board Chair shall be ex-officio members of all standing committees.

The standing committees and their primary responsibilities shall be as follows:

Budget Finance Committee

- Participate in town budget hearings with Board of Finance.
- Have member act as liaison to Board of Finance.
- Provide ongoing monitor/review of current year's budget and expenses.
- Review financial analyses and recommendations, as needed, for Board decisions.
- Provide representation on business related town committees (i.e., purchasing, insurance).
- Review policies related to series 3000 business.

~~**Personnel Committee**~~

- ~~Develop BOE orientation, workshop, development activities, and BOE evaluation process.~~
- ~~Review Superintendent evaluation, objectives, contract.~~
- ~~Evaluate, review, and forward new positions and position descriptions to the full BOE for consideration.~~

Policy Committee

- ~~Develop and review new~~ Review recommended policies/regulations consistent with policies of the Board of Education.

- Review policies to ensure consistency with federal and state laws.
- Recommend areas for which Board of Education should consider adopting policies.

Curriculum Committee

- Work with administration to establish a curriculum review schedule and monitor the progress of curriculum implementation
- Review new curricula proposed by Colchester educator curriculum committees assembled by administration
- Make recommendations to the full Board of Education for the adoption of curricula and the Programs of Study
- Review and develop policies related to curriculum as found in series 5000 Students and 6000 Instruction

Communications Committee

- Communicate relevant information to stakeholders in Colchester Public Schools and the Colchester community to ensure that our school district provides information about, and celebrates the work of, the school community.
- Increase opportunities for communication between the Board of Education and other municipal boards, commissions, and committees.

Facilities Committee

- Develop Planned and Cycled Maintenance 10-year plan for operational improvements and oversee implementation.
- Make recommendations to the Board on the effective utilization of all buildings and grounds to address educational programming, school safety and school security.
- Receive periodic reports from the Superintendent and the District Facilities Director regarding maintenance projects, facilities project progress and other facilities-related matters.
- Invite District and Town employees and officials as appropriate to committee and Board meetings to report on or discuss facilities-related matters.

The list of responsibilities is intended to provide a sampling or framework of responsibilities for which each committee is held accountable. Additional responsibilities will be assigned by the Board Chair, as needed.